

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Curriculum Committee Agenda

FROM:

ADC/OTE  
1025 C of C

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. EXO/OTE

2. C/CTD

3. C/ISTD

4. C/ITD

5. C/LDD

6. C/LTD

7. C/SACTD

8. C/WOTD

9. C/TSD

10. C/CBTG

11. C/MPB

12. PED

13.

14.

15.

A G E N D A

CURRICULUM COMMITTEE MEETING

18 December 1985

1000 - 1200 Hours, D/OTE Conference Room

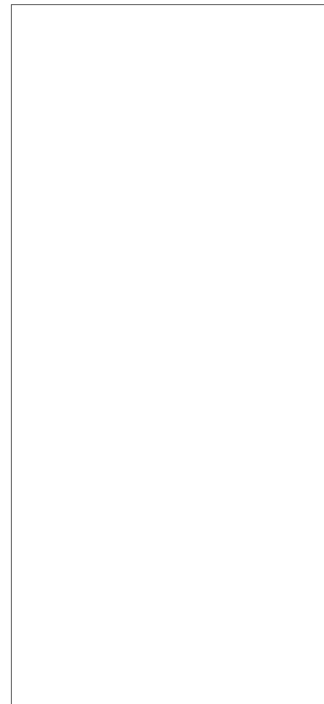
STAT

- 1000 - 1010                    - Catalog Update  
                                  (paper attached)
- 1010 - 1020                    - SIS Elective Update
- 1020 - 1045                    - Recruitment Course

- 1045 - 1100                    - Personal Vulnerability  
                                  Awareness Training  
                                  (paper attached)

STAT

- 1100 - 1105                    -  Request on Polygraph  
                                  Briefings (paper attached)
- 1105 - 1115                    - Course Categories
- 1115 - 1130                    - Schedule of Course Reviews
- 1130 - 1135                    - Course Reports Revised



CATALOG UPDATE - 5 Dec 1985

Information Received

Overall Descriptions on:

CTD

LTD

ISTD plus sequencing

MTB/LDD sequencing

CTB/SACTD

(separate?)

ITD/ATB & TIB sequencing

Information Needed

Overall description OTD and sequencing ??

WOTD Overall description and sequencing ??

Overall Description of LDD & Executive Dev sequencing??

Overall Description of SACTD & ASB & STB sequencing

Overall Description of ITD & something on Soviet Program

COMPONENT CONDUCTED TRAINING

Nothing received from DDA or DDI

Most of the DDO course descriptions are in (have agreed to publish).

DCI & S&T have submitted all their info.

OTHER

Binders are in and are being stored in Central Depot until requested.

Covers are at P&PD -- they will send Dylux copy for proofing.

Title page being printed.

AIM CATALOG

Editing process to existing files. (Whew!)

More space requested. System folder requested. (Waiting on OIT.)

Scheduled meeting to take place next week (9-13).

Excellent  
talk of the next

OTE 85-1616

Step. I also want to make sure to get to the DO's,  
For better purposes, maybe we should include as an attachment  
list of members.

MEMORANDUM FOR: Executive Director

VIA: Deputy Director for Administration

FROM:

Director of Training and Education

SUBJECT: Initiatives to Improve CIA Employee Vulnerabilities

1. This memorandum summarizes the recent initiatives undertaken to ensure that all CIA employees are made aware of the active measures and methods used by foreign intelligence services to subvert and recruit them.

2. In the fall of 1985, we established the Personal Vulnerabilities Awareness Training Committee, composed of representatives from the Office of Security (OS), the Office of Medical Services (OMS), Counter-intelligence (CI) Training Staff from the DO, and the Office of Training and Education (OTE). The committee has examined the existing programs designed to make CIA employees aware of their vulnerabilities to hostile services. The indoctrination and training effort ~~currently is as follows.~~ <sup>Security</sup> ~~unhappy~~

- o The Security Education Group, OS is providing <sup>Security</sup> ~~broad-based~~ orientation and reinforcement through its EOD briefings, the reinvestigation process, travel briefings, and on-going reindoctrination briefings.
- o OMS currently reviews all applicants prior to EOD to determine suitability for employment. The California Psychological Inventory (CPI) will be added for all applicants early in the hiring process with results available prior to psychiatric screening. To assist in detecting early signs of change associated with stress factors experienced during the three-year trial period, OMS will administer the Minnesota Multi-phasic Personality Inventory (MMPI) to all employees at the three-year review. Supervisors will be required to submit a written statement addressing critical behavior factors to OMS after the three-year trial period. Similar statements will be required as part of the overseas psychiatric evaluation. OMS encourages that all employees traveling PCS should be given a full-scale psychiatric interview, including family members.

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: Initiatives to Improve CIA Employee Vulnerabilities

- o The CI Staff of the DO annually conducts three four-day CI orientation courses, three two-day CI operations seminars, and supports Directorate-wide training with CI operations or target briefings as requested.
  - o OTE provides personal vulnerability awareness in operations-oriented courses.
4. All agree that we need more. In particular, we must seek to reach all employees at differing times in their careers with information and training, and we need to provide better mechanisms to spot employees who may be or who have become particularly vulnerable. In this vein, the committee members have proposed the following initiatives for further development and implementation:
- o OS proposes sponsoring a reindoctrination program for ALL personnel to be given at the conclusion of the trial period with emphasis directed toward the vulnerabilities exploited by foreign services.
  - o OMS is proposing that a psychiatric interview be conducted for every Agency applicant.
- OTE
- o CI Training Staff will assist in the design and development of a training program for ALL Agency employees which will specifically address the exploitation techniques employed by foreign intelligence services.
  - o ~~OTE believes~~ <sup>will develop</sup> a workshop for Agency managers ~~should be developed~~ to improve their skills in the observation and diagnosis of potentially exploitable vulnerabilities. ~~This workshop would be included in appropriate management training courses.~~
  - o Improved training or briefings for clericals and the spouses of Agency personnel.
  - o ~~OTE~~ and OS will collect case studies where personnel were exploited by foreign services. Cases will be introduced into appropriate training courses.
  - o Implement a counterintelligence/personal vulnerabilities workshop for OTE course chairpersons who will then be charged with developing segments for introduction into such courses as Introduction to CIA, New Analyst Course, Career Trainee Development Course, etc.

CONFIDENTIAL

SUBJECT: Initiatives to Improve CIA Employee Vulnerabilities

5. The committee ~~continues to meet and~~ will move to implement these recommendations as well as identify additional means for reducing the vulnerabilities of CIA employees.



## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Briefing on the Polygraph

FROM:

Director of Security

EXTENSION

NO.

OS 5-1930

DATE

6 DEC 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1 D/OT&E  
1026 C of C

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

*exo*  
*ABC*  
*DDTE*

12/11

12/11

12/11

D

D

6 DEC 1985

MEMORANDUM FOR: Director of Training and Education

FROM:

Director of Security

SUBJECT: Briefing on the Polygraph

*Stan*

1. As you well know, the Polygraph Division receives considerable attention and some condemnation from all segments of the Agency. Polygraph is a lonely profession and not well understood by most people, including Agency employees who are subject to polygraph testing several times in a career. In the interest of making the Agency's polygraph program better understood, both in theory and in application, I have directed the Polygraph Division to construct a briefing concerning their profession. It has already been presented to several groups and fairly well-received. It is not a technical presentation and can be as formal or as informal as the occasion and audience requires.

2. We believe that the briefing can do a great deal of good from the standpoint of explaining the Agency's polygraph program to our employees. To promote it, we request that the Office of Training consider making it one of the presentations normally given in the Career Trainee Course, the Mid-Career Course, Senior Seminars, etc.

3. I have directed the Chief, Security Education Group and the Chief, Polygraph Division to make themselves available to any member of your staff who you may select to explore the possibilities of my request.

OS 5-1930